

parcel of land is vacant on April 1st and the owner places a modular home on it on April 2nd, the assessment will be based on the value of the vacant land only. If a house exists on April 1st and a fire destroys it afterward, the assessment will be based on the land AND building value.

On a daily basis the Assessing Department is responsible for processing changes of ownership and addresses, recording and filing septic design approvals, processing intents to cut timber, responding to requests for information from the public, and general clerical duties. The department also maintains sales analysis information in preparation for reporting to the New Hampshire Department of Revenue Administration.

The Assessing Department begins preparing for the next tax cycle as early as mid-December. Elderly exemptions are reviewed and increased based upon the age of the recipient. Veterans tax credits are reviewed to insure residency requirements are met. Lists of properties that have building permits or are still under construction are compiled for site visits in April. A list of subdivisions, boundary line adjustments and mergers provided by the Planning Board is compiled as well.

During the Months of April and May site visits are completed, changes are made in the computer system and on property record cards. All new elderly, blind and disabled exemptions, veteran tax credits, and current use applications are processed. Once all these changes are made a warrant is prepared for the Selectmen's approval, then forwarded to the Tax Collector. The Tax Collector then creates the 1st issue tax bills and sends them to the owners of record.

During late summer and early fall the department focuses on reporting information to the State that will help determine the tax rate. These reports include Summaries of Inventory and Revenues and an Equalization Survey. The Summary of Inventory provides information about land and building values, exemption and tax credit information, current use values, and the value of exempt properties. The Revenue Report provides a listing of all monies received by the Town. The Equalization Survey gives information about each property sale that transpires within the Town. The information in this report determines what revenue we will receive from the State of New Hampshire. These items, in conjunction with budgets for the Town, Eastman Village District and Grafton County will determine the final tax rate for the year. Then the process of creating a warrant and tax billing is repeated.

After receiving their final tax bills, those individuals who feel their assessment is wrong may file for abatement by March 1st of the year following the final tax bill issued. Property tax abatement is an equitable remedy used to correct errors in property taxes. A person requesting abatement must show that an error has been made and that they bear a tax burden disproportionately higher than others. If a taxpayer is not satisfied with the decision rendered by the Selectmen they may appeal to Superior Court OR the Board of Tax and Land Appeals.

Information regarding requirements for exemptions, tax credits, timber intents to cut, current use applications and any issues relating to the valuation of property may be obtained by contacting the Assessing Department.

* * *

When our Legislature blessed introduction of the Statewide Property Tax in response to a court-ordered education remedial action plan, the City of Portsmouth legally challenged the State of New Hampshire (Sirrell – v– the State of New Hampshire) regarding the constitutionality of such a tax. As we all know, the City lost the challenge and in fact, the Supreme Court laid down firmly that Towns and Cities had an obligation under the State Constitution to conduct a revaluation every 5 years, and State Law (RSA 75:8) to annually review and make annual adjustments to property values to reflect any change in market values.

Since the Court ruling in “Sirrell –v– the State of New Hampshire” regarding how towns shall conduct their assessing business, the State has been completely overhauling the revaluation and assessing process so that a “Revaluation” will become an on-going process rather than the occasional event that we were all used to.

Find out what this means to you as a property owner by clicking on the link below.

PDF Downloads: *(In order to view and print these documents you must have Adobe*

Acrobat Reader installed on your computer - click on the button to download your free copy.)



PROPERTY APPRAISAL & ASSESSMENT

The Facts & The Process

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Building & Health

Phil Neily, Building Inspector/Health Officer/Fire Inspector
pneily@enfield.nh.us 603-632-4343 Ext. 240
 74 Lockehaven Road, PO Box 373, Enfield NH 03748

	Office Hours	Inspections
Monday	12-4	8-12
Tuesday	12-4	8-12
Wednesday	10-2	8-10 & 2-4
Thursday	10-2	8-10 & 2-4
Friday	10-2	8-10 & 2-4
or by appointment		

BUILDING INSPECTION

The Town of Enfield requires building permits for any construction or repairs, other than *ordinary repairs*. The voters adopted the 2000 International Building Codes and the 2000 International Residential Codes in 2002. Copies of the current code can be viewed at the Enfield Public Library. The purpose of adopting a comprehensive building code is to assure current and future occupants of the home that the work done on the property is correct. It is the responsibility of the Building Inspector to inspect the work to ensure that the work meets the minimum requirements of the Code. If you are unsure if you need a building permit please contact the Building Inspector; he will be happy to assist you. A building permit must be obtained from the Building Inspector before you begin work.

The Building Permit Procedure will guide you through the building permit process and includes a list of the fees that are charged.

When you are planning your building project, you may have questions about zoning such as required lot sizes or set back requirements. Information about these and other zoning questions can be answered by the Building Inspector, the Planning/Zoning Administrator or can be found in the Town's Zoning Ordinance.

If you have any building or zoning questions the Building, Planning & Zoning Departments will be happy to assist you. It is better to ask the question now than to make a costly mistake.

Many of the forms you will require are available below in pdf.

PDF Downloads: (In order to view and print these documents you must have Adobe Acrobat Reader installed on your computer - click on the button to download your free copy.)



Building Permit Application for single family and multi-family dwellings
Building Permit Application for Accessory Uses for decks, sheds, garages, pools, etc.
Electrical Permit
Electrical Permit Support Statement
Mechanical Permit
Plumbing Permit
Demolition Permit this permit alerts us to demolition projects so your property can be properly assessed.

HEALTH DEPARTMENT

The Health Officer responds to issues relating to failed or failing septic systems and junky yards. He also inspects daycare centers, foster homes and apartment buildings for minimum housing standards.

FIRE INSPECTOR

The Building Inspector has been delegated by the Fire Chief to perform fire inspections and to issue permits to install and operate oil burning equipment, as required by State of New Hampshire R.S.A. 153:5 and NFPA standard #31. Other permit forms are available at the Building Inspector's office for other types of heating devices. These permits are for your safety and this is no charge.

Home Smoke Alarms Save Lives!

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Cemeteries

townhall@enfield.nh.us 603-632-5026
23 Main Street, PO Box 373, Enfield NH 03748

The Town of Enfield has 27 public and private cemeteries. The three-member Board of Cemetery Trustees is elected to oversee the operation of all public cemeteries (including those older private cemeteries which have, under State law, reverted to Town responsibility), and to establish new public cemeteries.

For more information read the Municipal Cemeteries Rules & Regulations enacted by the Trustees in 1996.

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Conservation

townhall@enfield.nh.us 603-632-5026
23 Main Street, PO Box 373, Enfield NH 03748

The Enfield Conservation Commission is involved in a wide variety of conservation and preservation projects. The Commission meets at Whitney Hall the first Thursday of each month at 7:00 pm.

The Conservation Commission reviews wetland and dredge & fill permit applications after they have been submitted to the Town Clerk. If you have a project that involves wetlands, whether it's the installation of a dock, building a pond, installing a culvert, or dredging or filling a wetland area, the Conservation Commission may be able to answer some of your questions before you submit your permit application.

The Conservation Commission has been charged with managing the town properties on Grafton Pond Road on which the Bicknell Brook Trail is located. Alan Strickland was instrumental in the development of this trail that includes an interpretive guide.

Household Hazardous Waste collections are held in the Upper Valley on an annual basis. The Enfield Conservation Commission, along with the Department of Public Works and Upper Valley Lake Sunapee Regional Planning Commission, have sponsored collections in Enfield since 1998. Take a look at What's New! for notices of these collections.

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Fire Department

David J. Crate, Fire Chief
Tim Taylor, Assistant Fire Chief
Union Street Fire Station
fire@enfield.nh.us 603-632-4332
Union Street, PO Box 373, Enfield NH 03748

Dick Chase, Assistant Fire Chief
Enfield Center Fire Station
fire2@enfield.nh.us 603-632-5010
NH Route 4A, PO Box 373, Enfield NH 03748

A very dedicated team of volunteer firefighters serves the Town of Enfield. They work hard to save lives and property in addition to holding jobs and raising families. In addition to what they already give to the Town, many of these individuals have donated time, labor and materials to improve both the Union Street and Enfield Center Fire Stations.

The Firefighters Association consists of many of our Enfield firefighters. This Association has donated equipment to benefit the Enfield Fire Department. Please support their fundraising efforts!

BURN PERMITS

Burn permits are required before any burning takes place. Permits can be obtained from David Crate 632-7004 (between the hours of 6:00 pm & 7:00 pm), Richard Chase 632-9376, Rick Bean 632-4936, Tim Taylor 632-5452, Richard Crate 632-7530, Donald J. Crate, Sr. 632-5851, Jon Cattabriga 632-5145, Paul Gove 632-4104, Jeff Densmore 632-4182 and Robert Pollard 632-7058

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Heritage Commission

MISSION STATEMENT

The Enfield Heritage Commission will properly recognize, protect, and promote the historic and esthetic resources that are significant to our community, be they natural, built or cultural. The Commission will work cooperatively with other educational and civic organizations in fulfilling its mission.

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Human Services

Diane Monmaney, Director of Human Services
dmonmaney@enfield.nh.us 603-632-5026 Ext. 117
23 Main Street, PO Box 373, Enfield, NH 03748
Office Hours: Monday – Friday 1:00 pm – 4:00 pm

The basic local welfare duty is described---somewhat vaguely---in RSA 165:1, I, which says:

Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not he has a residence there.

The Town of Enfield has specific guidelines to determine eligibility for assistance. An applicant must seek aid from all other federal, state, and community agencies before applying for local welfare. After receiving assistance they must comply with certain conditions in order to receive future benefits, i.e.: employment search, work program, budget counseling.

The food pantry is available to all families. Nonperishable items are generously donated from town churches, local organizations, and residents. Donations are always greatly appreciated.

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Library

Marjorie Carr, Librarian and Town Historian

library@enfield.nh.us 603-632-7145

23 Main Street, PO Box 1030, Enfield NH 03748

Library Hours: Monday, Tuesday and Thursday 1:00 pm – 8:00 pm;

Wednesday 10:00 am – 6:00 pm; and Saturday 10:00 am – 2:00 pm

The Enfield Public Library serves the community of Enfield with a collection of 27,000 volumes. The library also provides historical research and assistance through the Town Historian who is available Monday through Thursday during library hours.

SERVICES

Children's Programs, Interlibrary Loans, Reference, Copier, Internet, On-line Materials and a 24-hour book drop.

BORROWER INFORMATION

Books, magazines and audiotapes are checked out for three weeks and may be renewed twice unless reserved by another patron. Telephone renewals are accepted. Videos are checked out as follows:

Monday & Tuesday – due Thursday

Wednesday & Thursday – due Saturday

Saturday – due Tuesday.

When materials become overdue, three notices will be given in the form of a mailed reminder or a phone call.

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Planning, Zoning, Code Enforcement & Economic Development

Jim Taylor, Planning/Zoning Administrator/Code Enforcement/Economic Development Officer

jtaylor@enfield.nh.us 603-632-4067 Ext. 241

74 Lockehaven Road, Enfield NH 03748

Office Hours: Tuesday 9:00 am – 3:00 pm, Friday 10:00 am – 3:00 pm

PLANNING BOARD

The Town of Enfield Planning Board is responsible for applications for subdivision, site plan review, excavation, home occupation and town driveways. The Board is also responsible for keeping the Town Master Plan and Capital Improvements Plan updated. Minor Subdivisions (two lots), Major Subdivisions (more than two lots), Boundary Line Adjustments (no new lots created) and Voluntary Mergers (two or more lots into one) all fall under the Enfield Subdivision Regulations and are approved by the Enfield Planning Board.

The Enfield Site Plan Regulations cover the development, modification, or changes in use of all non-residential and multi-family dwellings. Applications are reviewed for things like for safety, traffic, aesthetics and operational standards.

People interested in subdividing their land or opening a new business should contact the Planning Board for an informal conceptual hearing to discuss their plans. The Board can give general guidance as to the application procedure.

PDF Downloads: (In order to view and print these documents you must have Adobe Acrobat Reader installed on your computer - click on the button to download your free copy.)

GET ACROBAT
READER FREE

[Application Checklists](#)
[Planning Board Application](#)

[Driveway Application](#)
[Site Plan Review Regulations](#)

[Excavation Regulations](#)
[Subdivision Regulations](#)

ZONING BOARD OF ADJUSTMENT

The Town of Enfield Zoning Board of Adjustment hears appeals dealing with the town zoning ordinance and town building codes. There are four different types of Zoning Board Hearings:

An **Appeal of an Administrative Decision** goes to the zoning board when a person disagrees with a decision or interpretation made by a town administrative officer, usually the Building Inspector or the Zoning Administrator.

Each Zoning District has permitted uses and uses by **Special Exception**. Permitted uses are uses like single family homes and churches. The zoning board grants special exceptions, after first seeing if the application fits a certain list of criteria, for uses like office buildings, schools and bed and breakfasts.

The board hears **Appeals for Equitable Waiver**. This type of hearing happens when all parties acting in good faith discover a zoning problem after a building or project has been substantially completed. These waivers are only granted when the harm done by correcting the problem greatly outweighs the problem itself.

The last appeal is for a **Variance** to the terms of the ordinance. This type of appeal has the most difficult set of criteria to meet. A Variance is a relaxation or a waiver of the strict interpretation of any provision of the ordinance.

PDF Downloads: (In order to view and print these documents you must have Adobe Acrobat Reader installed on your computer - click on the button to download your free copy.)

GET ACROBAT
READER FREE

[Enfield Zoning Ordinance](#)

[Sign Permit Application](#)

[Zoning Application](#)

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Police

Peter H. Giese, Chief of Police police@enfield.nh.us
Emergency number: 911
Dispatch 24 hours, non-emergency: 603-448-1212
Administration and Non-Emergency: 603-632-7501
Fax: 603-632-4760
19 Main Street, PO Box 365, Enfield NH 03748
www.enfieldpolice.com

Police operations are quartered in a newly constructed police station. The department provides full police services employing the latest technology in forensic sciences, communications, and informational systems. Operational scheduling provides a mixture of assignments for the individual officer. Core assignments are to patrol functions with time allocated to assignments in drug enforcement, criminal investigations, communications, and computer crimes/fraud investigations.

The department supports several community youth programs, including the Law Enforcement Cadets under the Boy Scouts of America, the DARE program and a Police Intern program. This focus on youth has a manifold of advantages for our community and the department.

The Department has a vigorous training program drawing on the resources of the New Hampshire Police Academy, the New England Institute at Babson College, the FBI National Academy. John E. Reed Associates of Chicago, IL has provided considerable specialized training to members of the department.

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Public Works

Ken Daniels, Director of Public Works

kdaniels@enfield.nh.us 603-632-4605 Ext. 200

After Hour Emergencies Only 603-448-1212

23 Main Street, PO Box 373, Enfield NH 03748

Office Hours: Monday – Friday 8:00 am – 4:00 pm

The Enfield Public Works Department consists of these divisions: Highway Department, Water & Sewer Department, Buildings & Grounds, and Sanitation (solid waste and recycling).

These departments each supply a distinct service to the residents of the town and combine forces when the work requires. The Director of Public Works oversees the operations and administration of these departments, plans and programs Town public works projects, and coordinates them with State agencies.

HIGHWAY DEPARTMENT

The Enfield Highway Department is responsible for the maintenance and upkeep of the Town road network. Spring through fall this department's tasks include road grading, ditching, culvert installation and replacement, resurfacing, reconstruction, upgrades, surface treatment for dust, vegetation trimming and call-ins for storm-downed trees and washouts.

Crew Hours:

Summer Operations: May - October

Monday - Thursday 6:30 am – 4:30 pm

Winter Operations: October - May

Monday – Friday 7:00 am - 3:30 pm

Phone: Garage 632-7301

WATER & SEWER DEPARTMENT

The Water & Sewer Department provides water supply and sewerage disposal benefits to 532 residents in the immediate vicinity of the Village, while continually looking for ways to increase the service area and quality. Some of the duties of this department include water quality monitoring, sewer collection system maintenance, water distribution system maintenance, state required monitoring and reporting, and daily operations to insure that the collection and distribution system are functioning safely and properly.

Crew Hours:

Monday - Friday 7:00 am - 3:30 pm

Phone: 632-4002

BUILDINGS & GROUNDS DEPARTMENT

This Department is responsible for the maintenance, upkeep and landscaping of the Town-owned buildings,

grounds and cemeteries. The majority of these tasks occur during the summer months; during the winter this department is absorbed into the Highway Department for winter maintenance support.

Crew Hours:

Monday - Friday 7:00 am - 3:30 pm

Phone: 632-4605

SANITATION DEPARTMENT

The Sanitation Department consists physically of the Transfer Station & Recycling Center and Stump Dump. The duties of this department are to supply the residents of Enfield with an environmentally pleasing operation area to dispose of and recycle their refuse. The items that are handled through this department and facility operating hours are listed in the yearly Solid Waste & Recycling Program Guide. Although the operation hours are limited, personnel work in other divisions when the sanitation operations are not underway.

Crew Hours:

Wednesday 12 Noon – 6:00 pm

Thursday 3:00 pm – 8:00 pm

Friday & Saturday 8:00 am – 4:00 pm

Closed Sundays & Holidays

Phone: 632-5208

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Recreation

townhall@enfield.nh.us 603-632-5026
23 Main Street, PO Box 373, Enfield NH 03748

The Enfield Recreation Commission sponsors recreation programs and several special events each year. An Easter Egg Hunt is held each spring, a Halloween Party is held each October, and a Skating Party is held each winter, if our unpredictable New England weather permits. July is time for the Summer Recreation Program, held for children entering Kindergarten through Grade 4, and Swimming Lessons, available for children and adults.

Notices of events are advertised in the Country Chronicle and information about children's programs is provided to the students at the Enfield Village School. Check out What's New! for a listing of upcoming events and information about the Summer Recreation Program and swimming lessons.

RECREATION FACILITIES

Huse Park: Located on the corner of Main Street and US Route 4. Hours are 6:00 AM – 9:00 PM. Huse Park boasts a basketball court, children's playground, ball field and pavilion building with covered picnic tables.

Shaker Recreation Park: Located on NH Route 4A at Lower Shaker Village. Hours are 9:00 AM to dusk. Shaker Recreation Park has two ball fields, a playground, volleyball court and open field for soccer or other field sports.

The Recreation Commission schedules the use of both parks. Call Carol Felix, Recreation Commission Chairman at 632-7622 for activity reservations.

Shakoma Beach: Located on the corner of NH Route 4A and Main Street at Shaker Bridge. Parking, by permit only, is located in the upper beach parking area on NH Route 4A opposite the beach. Parking permits,

available at the Enfield Town Hall, are free to residents; non-residents must pay a small fee (\$1.00/day, \$10 for 15 consecutive days or \$25 for a season pass).

Mascoma Boat Launch: Located on the corner of NH Route 4A and Main Street at Shaker Bridge, opposite Shakoma Beach. The Boat Launch area provides parking for the handicapped and for cars with boat trailers or car-top boat carriers only. No parking permit is required.

Crystal Lake Boat Launch: Located off Algonquin Road 1.2 miles from Crystal Lake Road. Parking is provided.

Other recreational opportunities are available in Enfield and the surrounding area, including a large number of Class VI roads and trails. Check out the Town's [Guide to Class VI Roads, Trails and Boat Access in Enfield and the Surrounding Area](#) for more information.

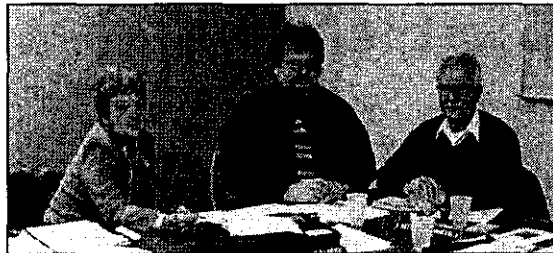
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Selectmen

Keith Oppeneer, Chairman
keith@breadworksinc.com

Dominic Albanese
dominic.albanese@valley.net

Nancy Scovner
scov@valley.net



Enfield Board of Selectmen, Left to Right:
Nancy Scovner, Dominic Albanese, Keith Oppeneer

603-632-5026
23 Main Street, PO Box 373, Enfield NH 03748
Office Hours: Monday – Friday 8:00 am – 4:00 pm

Voters elect a three-member Board of Selectmen to staggered three-year terms to govern the Town of Enfield. They set policy, prepare an annual budget for presentation to the Budget Committee and Town Meeting, and follow through on votes that take place at the annual town meeting.

The Selectmen meet the first and third Monday of each month at 5:00 pm. in the Whitney Hall conference room. Public participation in these meetings is encouraged. Adjustments are made to the Selectmen's meeting schedule for holidays and particularly heavy workloads.

Municipal operations follow a chain of command that begins with the registered voters of the town, who elect selectmen and town officials. The Board of Selectmen acts as the governing body, and appoints a Town Manager to be in charge of day-to-day operations of the town and implement their policies. The Town Manager hires and supervises the Department Heads, who supervise the individual town employees.

Residents can make appointments to meet with the Board of Selectmen with their Office at townhall@enfield.nh.us or by calling 603-632-4201.

The Board of Selectmen selects volunteers to serve on several Town committees, boards and commissions. Check out our guide to [Your Local Government Officials](#). Meeting dates and times are publicly posted on our website [Meeting Schedule](#), at the Town Hall, and the Enfield and Enfield Center post offices and are open to the public. For more information, or if you are interested in serving on a committee, please submit a letter of interest to the Office of the Selectmen, PO Box 373, Enfield NH 03748 or by email at townhall@enfield.nh.us.

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Tax Collector

Carolee T. Higbee, Tax Collector

chigbee@enfield.nh.us 603-632-4201 Ext. 114

23 Main Street, PO Box 373, Enfield NH 03748

Office Hours: Monday, Wednesday and Friday 8:30 am – 3:30 pm;

Tuesday 9:30 am – 4:30 pm; Thursday 11:00 am – 7:00 pm

The Tax Collector is responsible for the collection of taxes, including property, current use, timber yield, active pit and excavation taxes.

The Tax Year runs from April 1 to March 31 of each year. Property taxation in New Hampshire is a process involving all levels of government, from the voters at town and school district meetings, town selectmen, and local assessing officials, to state legislators and court officials. It is a yearly process beginning with the preparation of the budget and voting of appropriations, continuing with the assessment of property and the setting of the tax rates, and concluding with the appeal process.

Property owners are billed on a semi-annual basis. The first issue bill is mailed by the end of May and is due July 1. This amount of the first bill is based on the property assessment as of April 1 of the current year, multiplied by the previous year's tax rate and divided by two. The second issue bill is based on the property assessment as of April 1 of the current year, multiplied by the tax rate, set by the NH Department of Revenue Administration in the fall of each year, minus the amount paid on the first issue bill. Because the tax rate is not set until the fall, the amount owed on each of the two tax bills you receive will differ. The date that the second issue is billed will vary, depending on when the tax rate is set. The second issue bill is due 30 days from the date the last bill is mailed, but not before December 1 of each year.

Tax bills may be paid at the Town Hall during the Tax Collector's regularly scheduled hours, mailed or left in the Drop Box outside the entrance to the Town Offices. The Drop Box is accessible 24 hours a day. If you mail your payment or leave your payment in the Drop Box, and you want a receipt, you must include both copies of the tax bill and a self addressed stamped envelope with your payment and your receipt will be mailed to you. Payment may be made in the form of cash or check. For your protection we do not recommend mailing cash or leaving cash in the Drop Box.

Current Use, Timber Yield, Active Pit and Excavation Taxes are calculated by the [Assessing Department](#).

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Town Clerk

Carolee T. Higbee, Town Clerk

townclerk@enfield.nh.us 603-632-5001 Ext. 113

23 Main Street, PO Box 373, Enfield NH 03748

Office Hours: Monday, Wednesday and Friday 8:30 am – 3:30 pm;

Tuesday 9:30 am – 4:30 pm; Thursday 11:00 am – 7:00 pm

The elected Town Clerk is responsible for vehicle registration services, marriage licenses, dog licenses, recording UCC filings, conducting elections, voter registration and maintaining vital records, including birth certificates and death certificates, and accepting State Wetlands/Dredge & Fill Applications for filing.

AUTO REGISTRATION & TITLE APPLICATION

New residents have 60 days to register their vehicles in New Hampshire. Residents who move have 10 days to inform the NH Division of Motor Vehicles of their new address. Forms for this notification are available at the Town Clerk's Office.

Registration renewals are due during the month of your birth if you own your vehicle. The date of registration renewal for leased vehicles is based on the first letter of the company that owns the vehicle; check your registration or inspection sticker for the month you must do the renewal.

The Enfield Town Clerk is a Municipal Agent. As a Municipal Agent the Town Clerk can do both your local and state registration, under most circumstances, and can issue new plates. A fee of \$2.50 is charged for each state registration done at the Town Office. Temporary plates are available only at a state motor vehicle substation, such as the one on the Miracle Mile in Lebanon.

If your vehicle is manufactured during or after 1989, a title is required for registration. If your vehicle was manufactured before 1989, proof of ownership in the form of your last New Hampshire registration OR previous title OR VIN Verification Form (available at the Town Clerk's Office) AND bill of sale is required. The Town Clerk will prepare a NH title application with the registration and you will be required to relinquish the existing title at that time.

MARRIAGE LICENSES

New Hampshire residents must file an Intention of Marriage with a Town Clerk located in the state in which the marriage is going to take place. The fee is a \$57.00 (\$45.00 for the license and \$12 for the couple's certified copy). A three-day waiting period applies from the date of issue. The license is valid for 90 days from the date of the filing. *Driver's licenses or birth certificates and final divorce or death certificates must be presented at the time of filing.*

DOG LICENSES

All dogs aged three months or older must have a license, which is renewed annually before April 30th. Owners must present a valid, current rabies certificate and spaying or neutering certificate, if applicable, at the time of licensing. There is a charge of \$9.00 per dog or \$6.50 per dog if spayed or neutered. Residents over the age of 65 pay \$2.00 for the first dog license and full price for any additional licenses. Failure to register your dog before June 1st results in a \$25.00 penalty, plus \$1.00 per month for each subsequent month that the dog is not licensed. The Town's animal control officer may impound unlicensed dogs. All costs associated with the impoundment are the responsibility of the dog's owner.

ELECTIONS

By your vote on March 13, 2001, the Town of Enfield returned to the traditional Town Meeting format. Town Meeting will be held in two sessions. The first session will be held on the second Tuesday of March to conduct the choice of town officers elected by an official ballot and other action, such as any proposed zoning amendments, required to be inserted on said official ballot. At the second session the town will discuss and vote on all other business before the town. Such business includes the budget and any petitioned non-zoning warrant article. The date and time of the second session will be announced to the public and held in accordance with RSA 39 & 39:2-a.

VOTER REGISTRATION

You can register to vote with the Town Clerk during regular office hours. A picture ID, such as a driver's license, is required.

WETLANDS/DREDGE & FILL APPLICATIONS

If you have a project that involves wetlands, such as installing a culvert or dock, or filling a wetland area, you must obtain a State application from the Town Clerk. The application contains detailed directions on how to file for a permit. No work should be started until a permit is acquired from the State of New Hampshire. Work done without a permit can result in fines.

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Town Manager

April Whittaker, Town Manager
awhittaker@enfield.nh.us 603-632-5026 Ext. 115
23 Main Street, PO Box 373, Enfield NH 03748

Office Hours: Monday & Friday 8:00 am - 4:00 pm

Alisa D. Bonnette, Administrative Assistant
abonnette@enfield.nh.us 603-632-5026 Ext. 110
23 Main Street, PO Box 373, Enfield NH 03748
Office Hours: Monday - Friday 8:00 am - 4:00 pm

Wendy Huntley, Financial Assistant/Benefits Coordinator
whuntley@enfield.nh.us 603-632-5026 Ext. 119
23 Main Street, PO Box 373, Enfield NH 03748
Office Hours: Monday - Friday 8:00 am - 4:00 pm

The Voters of the Town of Enfield act as the legislative body; the Board of Selectmen as the governing body.

The Town adopted the Town Manager form of government in 1996. April Whittaker has been employed as the new Town Manager beginning October 14, 2002. The Town Manager is charged with day-to-day operations of the town and the implementation of policies set by the Board of Selectmen. The Town Manager acts as the first contact for many issues of concern to Enfield residents, and is available to residents at Whitney Hall during regular Selectmen's Office hours.

The Town Manager oversees staff and general operations in all departments whose daily operation is the job of highly qualified department heads.

The Selectmen's Office staff works directly under the direction of the Town Manager. It is in the Selectmen's Office that you can obtain general information about all town departments, minutes of town meetings, Resident Permits for access to the town's Transfer Station & Recycling Center, Lebanon Landfill weight tickets, Parking Permits for the Mascoma Lake upper beach parking lot. This is also where you may submit information to other departments and organization events for posting on the town's website. If you don't know who you need to contact you should start with the Selectmen's Office.

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Forms & Reports

We have plans to make all of our forms that are available for download accessible from this one, convenient location. Please consider it a work in progress. If there are any forms that would would like to see that are not included here, please email abonnette@enfield.nh.us

PDF Downloads: *(In order to view and print these documents you must have Adobe Acrobat Reader installed on your computer - click on the button to download your free copy.)*

**GET ACROBAT
READER FREE**

Assessing **PROPERTY APPRAISAL & ASSESSMENT** The Facts & The Process

Building Inspection

Building Permit Procedure
Building Permit Application
Accessory Uses Permit
Electrical Permit
Electrical Permit Support Statement

Mechanical Permit
Plumbing Permit
Demolition Permit

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Selectmen's Office / Town Manager's Office

[2003 Annual Report \(very large file\)](#)

[June 2004 Newsletter](#)

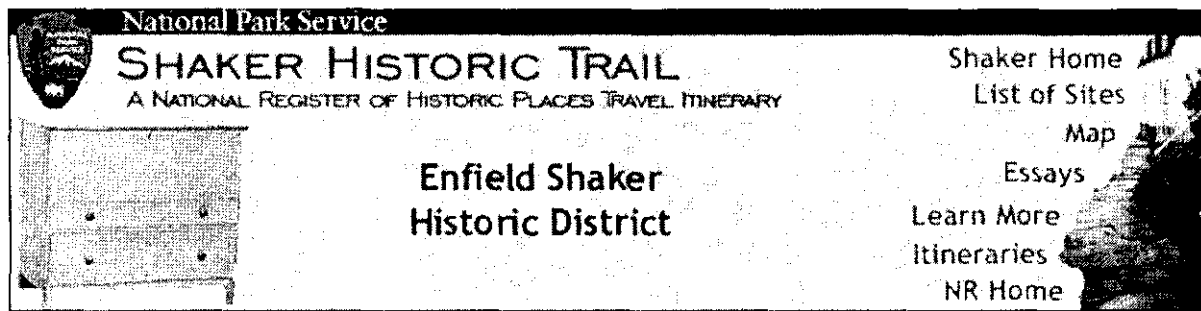
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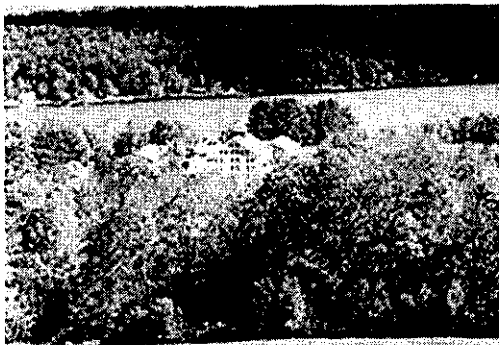
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Lying on the western bank of Lake Mascoma, the Shaker community of Enfield was established in 1793. While the society was founded in the late 18th century, many of its significant buildings were not constructed until the mid-19th century. These buildings have been heralded for their *sophistication and the dynamic use of stone masonry techniques*, specifically the use of granite, previously not found in early 19th-century New England architecture.

The Enfield community, like all Shaker societies, was divided into separate groups--the Church, North and South families. Ranging anywhere from 30 to 90 people, each family had its own set of important communal buildings, such as dwellings or workshops. The largest Shaker residential building, the Great Stone Dwellinghouse, was built as part of the Church Family complex in 1837 and was the tallest domestic building north of Boston. The six-story building housed both genders of the Family, each relegated to their appropriate sectors of the building and entering through separate doors. While most members of the community resided in houses such as this, the religious leaders lived in the Ministry's shop, erected around 1870. Reflecting a stylistic convergence of Shaker and Victorian architecture, the Ministry shop is an unusually elaborate building within the community.



Enfield Shaker Historic District
Courtesy of Enfield Shaker Museum



Enfield Shaker Historic District
Courtesy of Enfield Shaker Museum

Like most Shaker villages, Enfield experienced a considerable decline in membership after the Civil War and the Believers found themselves swept away by the economic and social turmoil of the late 19th century. Consequently, much of the approximately 1200 acres was sold to the LaSalette family in 1846. In an attempt to preserve the history and religious fervor of the Shakers, the LaSalettes founded a religious mission at the site, dedicated to the traditions of communal and spiritual living. It was under the ownership of the LaSalettes that the Enfield society saw much of its

growth. During the 20th century, many new buildings were erected, such as chapels, beach

houses and chalets. Today, the Enfield Shaker Museum interprets this complex and multi-faceted site.

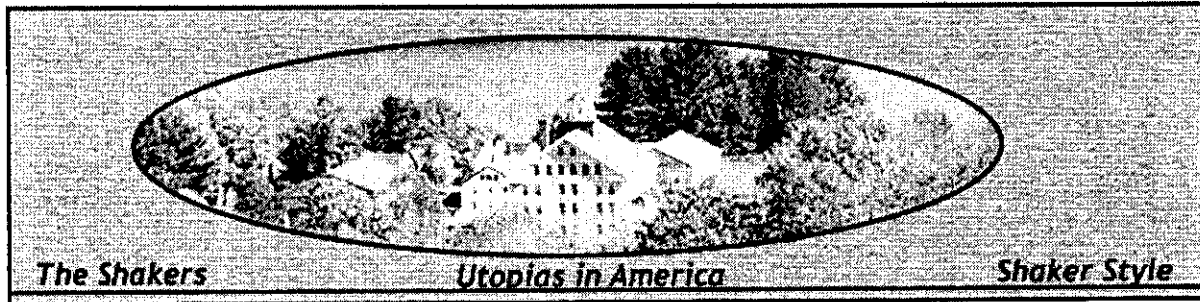


Previous Site

The Enfield Shaker Historic District is located at 24 Caleb Dyer Ln., Enfield, New Hampshire. Today, the Great Stone Dwelling functions as an inn and restaurant, providing the rare experience of sleeping in a Shaker dwelling. Summer hours for the Enfield Shaker Museum are Monday-Saturday, 10:00am to 5:00pm, Sunday 12:00pm to 5:00pm; also open during the winter weekends Saturday 10:00am to 4:00pm and Sunday 12:00pm to 4:00pm; there is a fee for admission. For more information call 603-632-4346 or visit the [website](#).



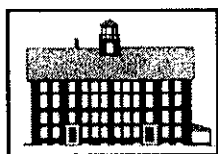
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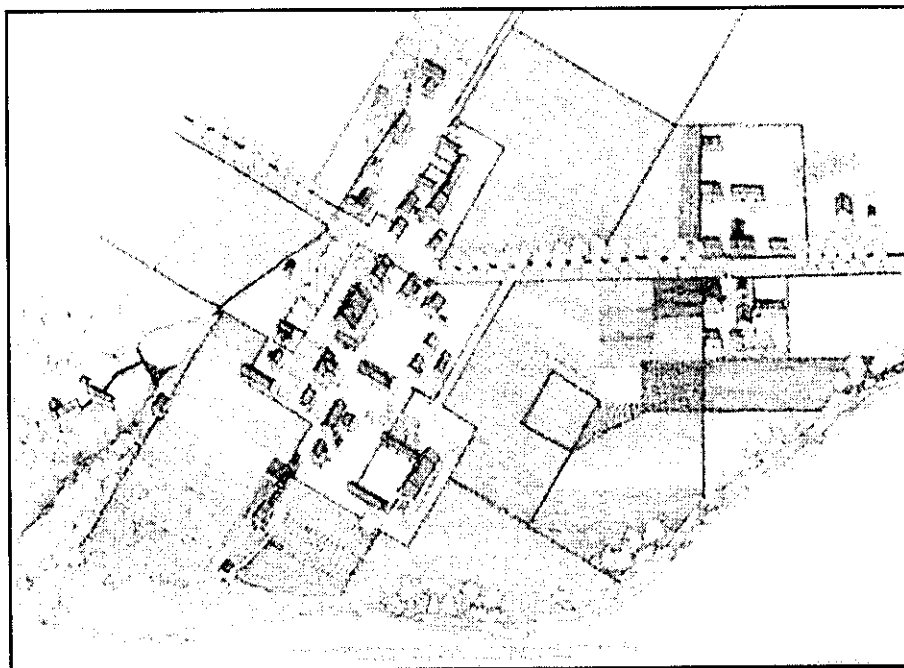


Enfield Shaker Museum

More Information

A Brief History	Informational Brochure	Mission Statement	New Walking Tour Map	Guidestar Non-profit Information Database	Yankee Magazine Community Partners	 Museum's Main Page
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A Brief History of the Enfield Shaker Village



When the Shakers settled on the west shore of Mascoma Lake, they called their home the "Chosen Vale."

Nestled in a lush valley between Mt. Assurance and Mascoma Lake, it is easy to see why this site has been cherished for two hundred years.

Founded in 1793, this village was the 9th of 18 Shaker communities to be established in this

country. At its peak in the mid 19th century, the community was home to three "Families" of Shakers. Here, Brothers, Sisters, and children lived, worked, and worshipped. Here, they practiced equality of the sexes and races, celibacy, pacifism, and communal ownership of property. Striving to create a heaven on earth, the Enfield Shakers built more than 200 buildings (including the Great Stone Dwelling, the largest Shaker dwelling ever built), farmed over 3,000 acres of fertile land, educated children in model schools, and followed the "Shaker Way" of worship. This drawing, by Preston Maynard, depicts the community as it looked in the 1880's and was produced as part of the Historic American Buildings Survey (HABS) that resulted in the placement of the Enfield Shaker Village on the National Register of Historic Places as an Historic Village. (Click on the drawing to see a larger version.)


In 1923, after 130 years of farming, manufacturing, and productive existence, declining membership forced the Shakers to close their community and put it up for sale. In 1927, forgoing a much more lucrative offer from a New York syndicate, the Shakers sold the site to the LaSallettes, an order of Catholic priests, ensuring the continued tradition of spiritual, communal life on the site. The LaSallettes also continued the very active agricultural use of the land as well as establishing a seminary and high school. In 1985 the property changed hands again when the remaining buildings and grounds were purchased by a group of private investors.

The Enfield Shaker Museum is a nonprofit, membership organization dedicated to interpreting and preserving the complex history of the Enfield, NH Shaker village. Since opening in 1986, the Museum has developed educational exhibits and programs designed to invite active participation in learning about the extraordinary people who once lived and worked here.

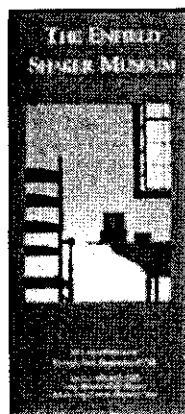
Each year, the Museum captures more of the Enfield Shaker heritage to preserve for present and future generations. Through the efforts and support of hundreds of volunteers, the Museum purchased the Laundry/Dairy Building in 1991. In 1993, the Museum acquired the Stone Mill Building, the West Meadow Barn and the 18 acres of land surrounding them, and an illustrative collection of Shaker artifacts. An additional 1100 acres of Shaker fields, pastures and forest were purchased by the State of New Hampshire and are now permanently protected from development with guaranteed public access for recreational purposes. In September of 1997 the Museum was able to purchase four more buildings and 8.54 acres of the core of the village. This purchase included the Shakers' East and West Brethrens' Shops, the LaSalette's Mary Keane Chapel, and the centerpiece of the Enfield Shaker community, the Great Stone Dwelling. The most recent purchase by the Museum was the 1880 Ministry House purchased in 1999.

The Museum is proud to offer meals and accommodations in the Shaker spectacular 1841 dwelling house, the Great Stone Dwelling. Contact the Enfield Shaker Inn at (603)632-4900 for *information or to make reservations for meals or accommodations.*

The Enfield Shaker Museum offers year-round opportunities for families and individuals, including a full schedule of events, workshops, tours, exhibits, and craft demonstrations. Plan a visit to the Enfield Shaker Museum, where you can view 9 Shaker buildings on a self-guided tour, take in the exquisite sights and smells of our Shaker Gardens, watch skilled artisans demonstrate their traditional crafts, learn the story of the Enfield Shakers through exhibits of their furniture, tools, clothing, and historic photographs, and browse through the Shaker Store.


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Informational Brochure



Click the brochure cover above to see a copy of our 3-fold informational brochure. This file is a

231 k pdf file and takes a minute to load. Use your browsers back button to return to this page.


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Enfield Shaker Museum Mission Statement

Adopted April 10, 2000


The mission of the Enfield Shaker Museum, a not-for-profit educational institution, is to foster public knowledge and understanding of the cultural, religious, and economic history of New England by interpreting the complex and multi-faceted site settled by the Enfield Shakers. The Museum collects, preserves, and interprets the buildings, material culture, and landscapes produced and used both by the Shakers and by the Missionaries of La Salette. Through collections, research facilities, exhibits, and public programs, the Museum promotes discussion of the great existential questions of human life including community, spirituality, creativity, and economic activity.

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Our New Walking Tour Map

This map by artist Ralph French, of Henniker, NH, is drawn in the unique style often used by the Shakers to portray their communities in the middle of the 19th century. The Shakers who recorded their villages were not trained in, nor concerned with, the traditional rules of art, and the results of their efforts yielded unconventional and fanciful drawings which give us a glimpse not only at the Shakers' villages but also into how they viewed them.




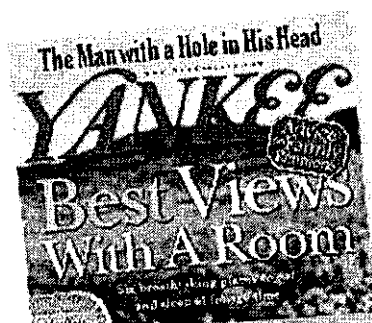
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Guidestar Nonprofit Database Information about donating to the Enfield Shaker Museum

Guidestar is a non-profit organization that maintains information on non-profits throughout the country for the use of prospective donors. If you would like to see the Enfield Shaker Museum's entry in the Guidestar data base, click the link below. This link will cause you to leave the Museum's site, so bookmark us now, or use your browsers back button to return to the Museum's site after you view our Guidestar entry.

[View the Museum's entry on Guidestar](#)

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Yankee Magazine Community Partners

Through Yankee Magazine's Community Partners Program you can subscribe to Yankee Magazine at a reduced subscription rate and earn the Museum an \$8.00 donation at the same time. Your \$20.00 subscription price gets you 1 full year of Yankee Magazine and \$8.00 goes directly to the Museum.

How do you take advantage of this great program? Either subscribe with a special form provided by the Museum, or go directly to the Museum's page on the Yankee Magazine's Community Partners website. It is that easy.



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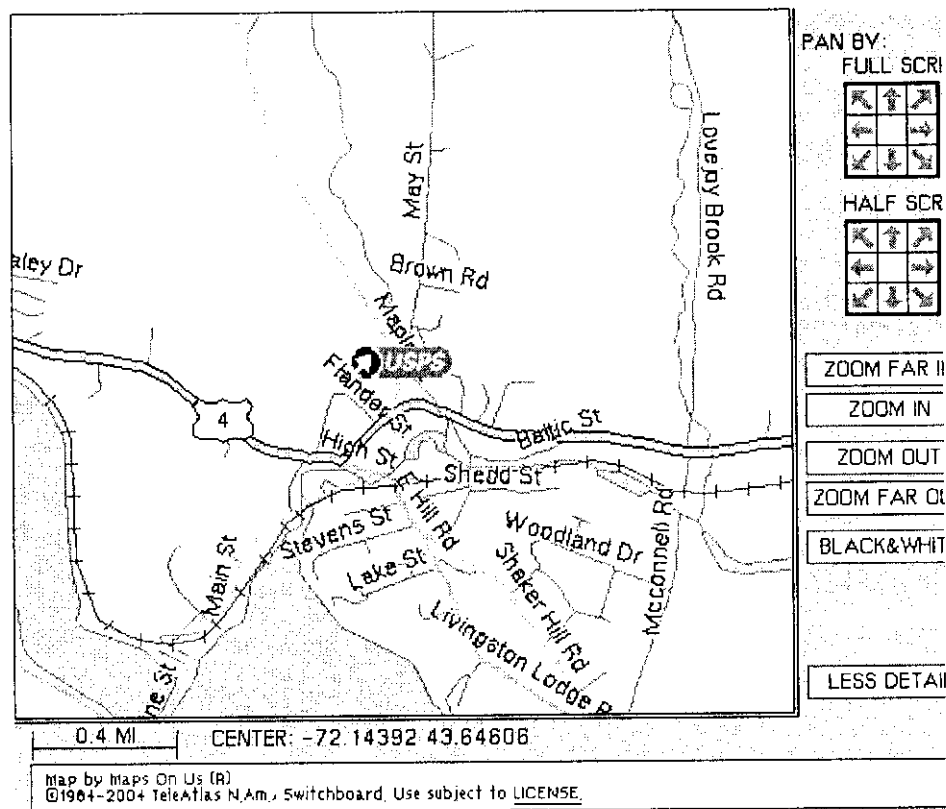
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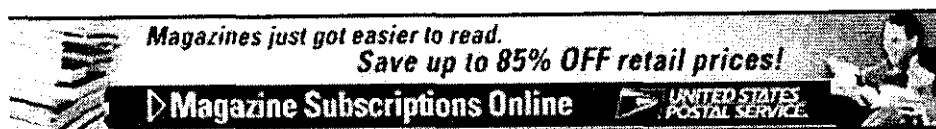
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